

Accessing CM/ECF

Access to the CM/ECF system is gained through using the Netscape Navigator or Internet Explorer WEB browser.

STEP 1 Open the WEB browser and enter the URL (address) in the browser's **Location** field. **(See Figure 1)**

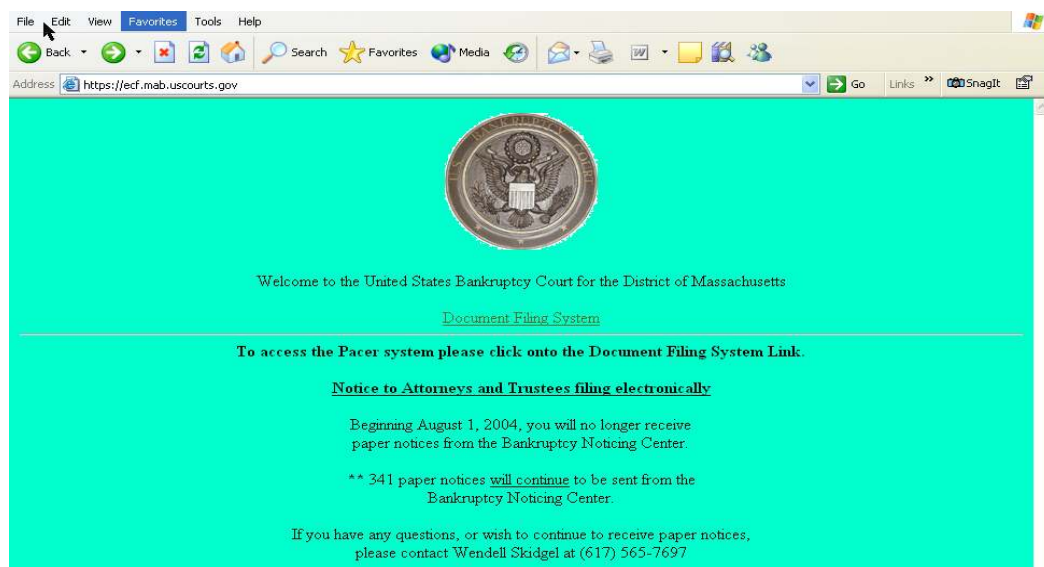


Figure 1

STEP 2 Click on the hypertext link: District of Massachusetts - Document Filing System.

STEP 3 The ECF/Pacer Login screen displays. **(See Figure 2)**

ECF/PACER Login

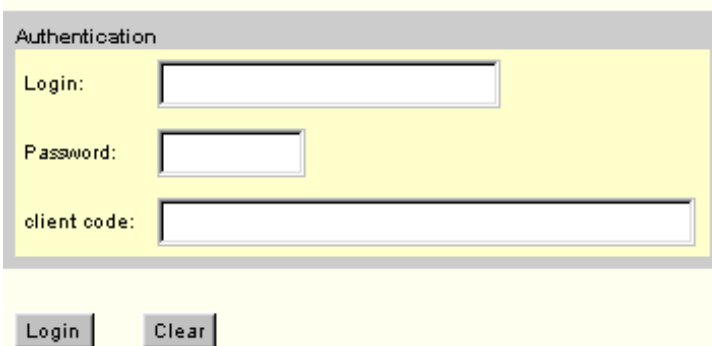
Notice

This is a **Restricted Web Site** for Official Court Business only. Unauthorized entry is prohibited and subject to U.S. Code. All activities and access attempts are logged.

Instructions

Enter your ECF login and password for electronic filing capabilities. If you do not need filing capabilities, enter your PACER login and password. If you do not have a PACER login, contact the PACER Service Center to establish an account. You may register at <http://pacer.psc.uscourts.gov> or call the PACER Service Center at (800) 676-6856 or (210) 301-6440.

An access fee of \$.07 per page, as approved by the Judicial Conference of the United States at its September 1997 meeting, will be charged to your PACER login that is kept on file. If you do not need PACER login and password. The Client code is provided to the PACER user as a means of tracking transactions. The client code is thirty two alphanumeric characters long.

The image shows a web form titled "Authentication" with a yellow background. It contains three input fields: "Login:", "Password:", and "client code:". Below the fields are two buttons: "Login" and "Clear".

Authentication	
Login:	<input type="text"/>
Password:	<input type="password"/>
client code:	<input type="text"/>
<input type="button" value="Login"/> <input type="button" value="Clear"/>	

Figure 2

- Enter your **Login** and **Password**. Your login and password are case sensitive. For Example, a login of thomask should not be Thomask or THOMASK. Enter a client code if desired
- Click **[Login]** to continue.

NOTE: The **preferred method** to exit CM/ECF is to click the **Logout** hypertext link on the CM/ECF Main Menu Bar.